

# Delaware Human Trafficking Interagency Coordinating Council

## HTICC Minutes

August 22, 2018, 1:00-4:00 p.m.

**Troop #2, Delaware State Police,**

**100 Lagrange Ave, Newark, DE 19702**

**Members Present:** Leslie Brower, Carl Danberg, Jan Jurden, Randall Hughes, Chris Kervick, Abby Layton, Annamarie McDermott, Lisa Minutola, Trenee Parker, Melissa Pennachi, Debra Reed, Dyron Green (Designee- J. Petroff, Division of Industrial Affairs)

**Absent:** Diane Glenn, Julie Petroff

Agenda Item	Discussion	Responsible Part(ies)	Action-Target Date														
Meeting Agenda Approval	Quorum established at 1:06. Judge Danberg moved to approve the agenda, second by Judge Jurden motion passed.	-	-														
Review & Approve of June 26, 2018 Meeting Minutes	Judge Danberg moved to approve minutes from the June 26 meeting, second by Judge Jurden, motion carried.	-	-														
Election of Executive Committee Members	<p>Judge Danberg requested consideration of tabling discussion for ‘executive committee members’ until the proposed Youth Committee is discussed and determined necessary by the body, then the youth committee chair would automatically be included in executive committee team. Suggestion accepted.</p> <p>Now that the Juvenile Committee has been established and Trenee Parker has accepted the appointment as acting chair, Judge Danberg moved to exempt the bylaws committee chair and appoint the following officers to the Executive Board:</p> <table><tr><td><b>HTICC Chair</b></td><td>Dr. Leslie Brower</td></tr><tr><td><b>HTICC Vice Chair/Annual Report</b></td><td>President Judge Jan Jurden</td></tr><tr><td><b>Training</b></td><td>Annamarie McDermott</td></tr><tr><td><b>Public Awareness</b></td><td>Diane Glenn</td></tr><tr><td><b>Victim Services</b></td><td>Melissa Pennachi</td></tr><tr><td><b>Data Collection and Analysis</b></td><td>Chris Kervick</td></tr><tr><td><b>Juvenile</b></td><td>Trenee Parker</td></tr></table> <p>Diane Glenn second, motioned carried.</p>	<b>HTICC Chair</b>	Dr. Leslie Brower	<b>HTICC Vice Chair/Annual Report</b>	President Judge Jan Jurden	<b>Training</b>	Annamarie McDermott	<b>Public Awareness</b>	Diane Glenn	<b>Victim Services</b>	Melissa Pennachi	<b>Data Collection and Analysis</b>	Chris Kervick	<b>Juvenile</b>	Trenee Parker	-	-
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<p><b>New Business- Proposed Juvenile Committee</b></p>	<p>Chair Brower opened for comment on the need for a Youth Committee and mentioned Trenee Parker has already joined.</p> <p>AnnMarie mentioned the training in other facets of human trafficking education would require discussion of reporting guidelines for children and youth. So will this committee be focused on</p> <ul style="list-style-type: none"> <li>• Services</li> <li>• Training on Identifying Children and Youth</li> <li>• Providing Public Awareness</li> </ul> <p>Diane Glenn suggested Youth topic is a separate agenda</p> <p>Lisa Mintuola included that the cases involving youth warrants having a separate committee.</p> <p>Judge Jurden added that Family Court Commissioner, Loretta Young, previously chaired the juvenile committee under the former human trafficking board. she is a designated as a commissioner in family court. This committee could work with juvenile courts and children and families to heighten awareness.</p> <p>Judge Danberg suggested that each committee should have coverage on youth.</p> <p>Melissa Pennachi reminded the council to include labor trafficking.</p> <p>Annamarie McDermott reiterated the training committees charge to provide awareness &amp; education on all facets of human trafficking including youth.</p> <p>Chair Brower asked Trenee Parker to chime in. Working for the “Kids Dept.” and chairing this committee would fit. However, the difficulty lies in the cost associated with some of the requests. There are three topics requiring attention and that is 1) prevention, 2) diversion, and 3 ) rehabilitation. Family court already has one interested person.</p> <p>Judge Jurden moved add a Juvenile Committee with Trenee Parker as the Chairperson. Judge Danberg second. Motion passed.</p> <p>Chair Brower returns to the tabled item on the election of Executive Committee members.</p>	<p>Judge Danberg</p>	<p>Edit by 7/13/18</p>
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<p><b>Committee Reports</b></p>	<p><b>HTICC Chair</b> Dr. Leslie Brower  <b>HTICC Vice Chair/Annual Report</b> President Judge Jan Jurden  <b>Training-</b> Annamarie McDermott</p> <ul style="list-style-type: none"> <li>• A comprehensive toolkit from Dignity Health was adopted to incorporate modification of the culture of the State of Delaware.</li> <li>• St. Francis is formulating a training specifically for State and Local Employees.</li> <li>• There are also plans for policy implementation.</li> </ul> <p>Chair Brower reminded all that she needs approving support of the September 6<sup>th</sup> meeting. In addition, she reminded committee chairs to submit Goals and Recommendations, as they are past due, requested by August 16<sup>th</sup> electronically. Please submit goals and recommendations ASAP, as after September 10<sup>th</sup>, it will be too late to include in the final draft of the annual report.</p> <p>A member of the council asked if the committee had only met one time and goals were not established, but they are schedule to meet after this meeting, How would the Chair recommend handling? Chair asked that anything after today must be edited electronically on the annual report.</p> <p>Vice Chair Jurden responded to the request for clarity of “short vs long term” goals. Judge Danberg suggested the committee consider picking 2-3 reasonable and attainable goals from the original council’s initial report. Chair Brower passed around a hard copy of the former council report.</p> <p><b>Public Awareness-</b> Diane Glenn</p> <ul style="list-style-type: none"> <li>• Met on July 23<sup>rd</sup></li> <li>• Diverse attendees</li> <li>• Discussed creation of a state-wide calendar for distribution on a monthly basis. This would include local, state, and national awareness events pertaining to human trafficking.</li> <li>• Ms. Joanna Bishop informed attendees about risk indicator services.</li> <li>• Learned, per Patti Deangelo that the former Human Trafficking council had produced an awareness campaign and distributed posters at rest areas.</li> </ul>	<p>ALL</p>	<p>-</p>
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	<p><b>Victim Services-</b> Melissa Pennachi</p> <ul style="list-style-type: none"><li>• Met August 1<sup>st</sup></li><li>• Plan to meet again mid/late September</li><li>• Discussed how Domestic Violence (DV) was not tracked at first. If the group considered the DV needs of victims (i.e. shelter, counseling, legal) and possibly utilize Joanna Bishops survey website in addition to other resources like Catholic Charities, Pressley Ridge and Futures Without Violence.</li><li>• Sandra Bucay suggested former intern Emily had prepared and sent out a boiler plate letter to organizations in the tri-state area requesting their support. She will email them to Melissa.</li></ul> <p><b>Data Collection and Analysis-</b> Chris Kervick</p> <ul style="list-style-type: none"><li>• Met at troop 2</li><li>• Criminal Justice Data only has 13 cases of HT</li><li>• Victim Services Caseloads are police based grantees, so data collected is accessible to CJC</li><li>• Court Dockets are impacted by HT. Baltimore, Maryland has invited us to pay them a visit to see their dashboard and share tips.</li><li>• CJC will be accessing technical assistance from the US Department of Criminal Justice as a federal grantee.</li></ul> <p>Chair Brower inquired if Chris could inquire about training opportunities.</p> <p><b>Annual Report-</b> President Judge Jan Jurden</p> <ul style="list-style-type: none"><li>• Kiki Evenger has been getting queries from legislators about what we are doing.</li><li>• We will be adding a “Recommendations” section just before Appendix</li><li>• HTICC strongly urged to take the time to review the draft of the annual report and send edits ASAP.</li><li>• Is there anything missing? Is there anything written that may seem problematic, refrasing may help...</li><li>• Those who have not submitted their items know who they are and must do so following today’s meeting.</li><li>• This report will serve as a “where we are” as a state with data collection.</li><li>• Measure for Goals will be projected out one year, what we know is possible to accomplish.</li><li>• Anything that cannot be done in one year is long term.</li></ul> <p><b>Juvenile-</b> Trenee Parker (formed as of today)</p>		
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<b>Public Comment</b>	No public comments.		
<b>Adjourn</b>	It is 2:16 pm the meeting moves into the work group sessions. Members were reminded of the workgroup instructions.		
<b>First Annual Report: Working Session</b>	The meeting moves into the Working Group Sessions.		
<b>Next Meeting</b>	September 6, 1:00-3:00; Chapel, Herman Holloway Campus, New Castle. For those who have not accepted in support of the meeting date and time, kindly do so.	ALL	ASAP
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Sdb 8.31.18